

**PROFESSIONAL ADMINISTRATORS PRACTICES AND STANDARDS COMMISSION**

Thursday, July 18, 2019 – 9:30 a.m. CT.

**Location:** MacKay Building, First Floor, Conference Room 2  
800 Governors Drive, Pierre South Dakota

**Public telephonic access:** 1-866-410-8397/conference code: 8381998525#

**Present:** James “Nick” Gottlob – Chairman  
**Via phone** Chantal Ligtenberg  
Darla Mayer  
Robert Sittig - Vice Chairman  
Eric Stroeder  
Julie Westra

**Absent:** Debra Johnson

**Others** Paul Bachand - Commission Counsel  
**Present:** Ferne Haddock - Executive Secretary (at listening place)

**Call to Order and Roll call**

Chairman Gottlob called the meeting to order at approximately 9:32 a.m. CT.

A quorum was present.

**Adoption of Agenda**

Motion by Ligtenberg, second by Westra, to adopt the July 18, 2019, agenda.

Roll call vote, all present voted aye: Gottlob, Ligtenberg, Mayer, Sittig, Stroeder, and Westra.  
Motion Carried.

**Approval of Minutes**

Motion by Stroeder, second by Sittig, to approve June 25, 2019, minutes.

Roll call vote, all present voted aye: Gottlob, Ligtenberg, Mayer, Sittig, Stroeder, and Westra.  
Motion Carried.

**Public Comment: (SDCL 1-25-1)**

There was no public comment.

**New Business**

Motion by Ligtenberg, second by Mayer, to go into executive session under SDCL 1-25-2(3) to discuss legal issues with the Commission Counsel.

Roll call vote, all present voted aye: Gottlob, Ligtenberg, Mayer, Sittig, Stroeder, and Westra. Motion Carried.

Commission went into executive session at approximately 9:36 a.m. CT.

Chairman Gottlob, brought the commission out of executive session at approximately 10:38 a.m. CT.

### **PAPSC 2019-03**

Motion by C. Ligtenberg, second by R. Sittig, that the complaint filed in PAPSC 2019-03 be dismissed as the complaint failed to allege violations occurring within three years previous to the receipt of the formal written complaint by the executive secretary.

Roll call vote, all present voted aye: Gottlob, Ligtenberg, Mayer, Sittig, Stroeder, and Westra. Motion Carried.

### **PAPSC 2019-04**

Motion by C. Ligtenberg, second by R. Sittig, that the complaint filed in PAPSC 2019-04 be dismissed as the complaint failed to allege violations occurring within three years previous to the receipt of the formal written complaint by the executive secretary.

Roll call vote, all present voted aye: Gottlob, Ligtenberg, Mayer, Sittig, Stroeder, and Westra. Motion Carried.

### **PAPSC 2019-05**

Motion by C. Ligtenberg, second by R. Sittig, that the complaint filed in PAPSC 2019-05 be dismissed as the complaint failed to allege violations occurring within three years previous to the receipt of the formal written complaint by the executive secretary.

Roll call vote, all present voted aye: Gottlob, Ligtenberg, Mayer, Sittig, Stroeder, and Westra. Motion Carried.

### **PAPSC 2019-06**

Motion by C. Ligtenberg, second by R. Sittig, that the complaint filed in PAPSC 2019-06 be dismissed as the complaint failed to allege violations occurring within three years previous to the receipt of the formal written complaint by the executive secretary.

Roll call vote, all present voted aye: Gottlob, Ligtenberg, Mayer, Sittig, Stroeder, and Westra.  
Motion Carried.

#### **PAPSC 2019-07**

Motion by C. Ligtenberg, second by R. Sittig, that the complaint filed in PAPSC 2019-07 be dismissed as the complaint failed to allege violations occurring within three years previous to the receipt of the formal written complaint by the executive secretary.

Roll call vote, all present voted aye: Gottlob, Ligtenberg, Mayer, Sittig, Stroeder, and Westra.  
Motion Carried.

#### **PAPSC 2019-08**

Motion by C. Ligtenberg, second by R. Sittig, that the complaint filed in PAPSC 2019-08 be dismissed as the complaint failed to allege violations occurring within three years previous to the receipt of the formal written complaint by the executive secretary.

Roll call vote, all present voted aye: Gottlob, Ligtenberg, Mayer, Sittig, Stroeder, and Westra.  
Motion Carried.

#### **PAPSC 2019-10**

Motion by R. Sittig, second by Eric Stroeder, that the complaint filed in PAPSC 2019-10 be dismissed.


Roll call vote, all present voted aye: Gottlob, Ligtenberg, Mayer, Sittig, Stroeder, and Westra.  
Motion Carried.

#### **Adjournment**

Motion by C. Ligtenberg, second by R. Sittig, to adjourn.

Roll call vote, all present voted aye: Gottlob, Ligtenberg, Mayer, Sittig, Stroeder, and Westra.  
Motion Carried.

Meeting adjourned at approximately 10:51 a.m. CT.

  
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Ferne Haddock-Executive Secretary

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Date 8/13/2019